



**KING COUNTY**  
**CARPENTER II**  
**DEPARTMENT OF NATURAL RESOURCES & PARKS**  
**SOLID WASTE DIVISION / FACILITY MAINTENANCE SECTION**  
**Hourly Rate Range: \$23.47 - \$28.38**  
**Job Announcement: 06RW6038**  
**OPEN: 5/1/06      CLOSE: Open Until Filed**

**WHO MAY APPLY:** This position is open to all qualified candidates. Preference will be given to King County career service members of the Pacific Northwest Regional Council of Carpenters, Local 131A.

**WHERE TO APPLY:** Required forms and materials must be sent to:  
US Mail: King County Solid Waste Division,  
Attn: Carpenter II Recruitment  
201 South Jackson Street, Suite 701; Seattle WA 98104-3855.  
Interoffice mail-stop: KSC-NR-0701.  
Email: You may email your application materials to [hr.swd@metrokc.gov](mailto:hr.swd@metrokc.gov).  
Fax: (206) 296-4473. We are not responsible for incomplete fax transmissions.  
Application materials must be received by **5:00 p.m. on the closing date**.

**PLEASE NOTE:** Applications not received at the location specified above may not be processed.

**FORMS AND MATERIALS REQUIRED:** (A) [King County Application](#), and (B) resume.

**WORK LOCATION:** Based at the Cedar Hills Landfill; Maple Valley, Washington and travel to various Transfer Station locations throughout King County.

**WORK SCHEDULE:** Monday – Friday, 8 hour day, 40-hour week. This position is overtime eligible.

**JOB DESCRIPTION:** Perform journey level carpentry work. As a working lead and in coordination with supervisor, perform complex scheduling, coordinating, designing, planning and leading the work of other carpenters in the work unit.

**PRIMARY JOB DUTIES INCLUDE:**

- Schedule work, assign tasks, monitor work performance and provide technical assistance and training.
- Layout and direct work according to specifications; understand and effectively follow oral and written instructions from architectural plans and drawings; and obtain necessary environmental and construction permits.
- Work with crew, monitor work in progress and inspect completed projects to ensure compliance with standards, codes, regulations, and specifications.
- Determine resource needs (labor, equipment, materials); prepare cost estimates, dispatch work crews daily.

- Document maintenance, repairs and problems on work orders. Prepare repair work orders. Use a Windows-based computer program for tracking all work performed and retrieving information about work to be performed.
- Prepare and process documents, including daily time, personnel reports, cost estimates and vendor invoices and packing slips.
- Respond to and investigate citizen concerns.
- Supervise set up of safe work sites and working conditions per OSHA and WISHA requirements. Ensure proper use of ladders, staging, and personal safety equipment such as hard hats, safety vests, masks, gloves, goggles, protective clothing, and safety harnesses.
- Layout and direct concrete forming and finishing work.
- Monitor work quality and quantity and refer problems to superior as appropriate.
- Coordinate work projects with supervisor, and keep supervisor informed of progress.

***REQUIRED QUALIFICATIONS - KNOWLEDGE, SKILLS AND ABILITIES:***

- 3 to 5 years of Journey-level carpentry trade knowledge and experience as a lead or supervisor.
- 3 to 5 years of recent experience leading a carpentry crew and promoting team building and conflict resolution.
- Demonstrated ability and/or experience with personal computers using Windows-based job tracking or work-order processing applications or equivalent.
- Demonstrated knowledge of building, crafts and mechanical trades.
- Demonstrated knowledge of workload planning principles.
- Demonstrated knowledge of safety procedures.
- Skill in making complex time and material estimates.
- Skill in planning, laying out, training and directing the work of carpenters and other skilled and semi-skilled workers.
- Skill in reading maps, blueprints and schematic drawings.
- Ability to effectively communicate orally and in writing.
- Ability to have predictable and reliable attendance.

***NECESSARY SPECIAL REQUIREMENTS:*** Successful applicants must have a valid Washington State driver's license from the state of Washington at the time of appointment. Offer of employment will be contingent upon verification of a valid Washington State Driver's License.

**The selected candidate will be required to pass a physical examination**

***UNION MEMBERSHIP:*** Positions in this classification are represented by Pacific Northwest Regional Council of Carpenters, Local 131A.